



Annual Title I Parent Meeting Minutes



School Information <i>(Include City, State, and Zip):</i>	Paul D. West Middle School 2376 Headland Drive East Point, Georgia 30349
Principal Name:	Dr. Darrell Stephens
Title/Topic:	Annual Title I Parent Meeting
Date of Meeting:	Tuesday, August 31, 2021
Time of Meeting:	5:00 p.m.
Facilitator(s):	Dr. Darrell Stephens, Principal Alisa Forts, Parent Liaison
Teams meeting link/Location Address:	2376 Headland Drive East Point, GA 30344 OR Teams Link: Annual Title 1 Meeting

Topic	Meeting Minutes (Detailed)
Introduction and Welcome	<p>The meeting began at 5:00 p.m. in the media center. An introduction and welcome were given by Dr. Darrell Stephens, Principal. Parents were encouraged to sign in and fully participate in the meeting by asking questions. There were also parents online as well. The principal also informed parents that an evaluation link would be provided at the end of the meeting to help improve future meetings.</p> <p>Ms. Forts then put the meeting evaluation link in the chat for those parents to access at the end of the meeting. Parents were encouraged to stay until the meeting has concluded and completing the evaluation.</p>
Objectives and Purpose:	<p>Dr. Stephens, Principal referred to the PowerPoint Presentation and stated that the objectives and purpose were to understand what makes our school a Title I school including requirements, funding,</p>



Annual Title I Parent Meeting Minutes



	<p>and associated programs. Understand school provided resources such as curriculum, assessment, parent resources, and staff contact information. Understand Family Engagement at our school.</p>
<p>What is a Title I school?</p>	<p>Dr. Stephens referred to the PowerPoint Presentation and stated 5 bullets from PP slide #3 to define “what is a Title I school?”</p>
<p>How does our school spend Title I money?</p>	<p>Dr. Stephens used slide #4 to share the ways Title I money is spent.</p>
<p>How is Title I Parent and Family Engagement money spent?</p>	<p>Dr. Stephens thanked parents for providing input in the Spring on how we spend family engagement funds. A list was provided by sharing slide #5 with families.</p> <p>He then mentioned that with the parents help, we can more closely align the resources with what they best want to see for their child’s learning.</p> <p>The principal then reiterated that this was an example of the parent’s voice in the resources purchased and how they are used. He reminded them to make sure they participate in the spring input as well.</p> <p>There were no questions at this time by parents.</p>
<p>How does our school participate in the Title I program?</p>	<p>Principal Stephens shared the school’s participation by explaining what a Title I schoolwide program is by using slide #6</p>
<p>What are our school’s Title I (schoolwide or targeted assistance) requirements?</p>	<p>Principal Stephens shared all school’s Title I requirements using Slide #7. He also explained more details would be shared later in the presentation about the parents right to know by Ms. Forts, Parent Liaison.</p>



Annual Title I Parent Meeting Minutes



Schoolwide Program — Past and Present

- a) What are our schoolwide goals?
- b) What programs/supports are in place to help my child?
- c) What is the state's grades report for our school?

Dr. Stephens shared the school's grade was a currently 64%, and he shared that it was more than a 20-point gain in a positive direction from when he became principal 5 years ago. He also explained that a major contributing factor that impacts this score in a downward trajectory is that we have a population of students that have become wards of the state and can go to another school. However, their attendance is reflected at this school. He reiterated that, academically, PDWMS has strong supports and programs to help students meet academic goals.

He then went transitioned to the school's current goals which were:
Increase the number of 6th -8th grade students scoring Level II in Reading by 2%, as measured by the Georgia Milestone Assessment, by May 2022.

To Increase the number of 6th -8th grade students scoring Level II in mathematics by 3.5%, as measured by the Georgia Milestone Assessment, by May 2022.

To Increase the communication between the school staff and families by utilizing School messenger, Parent Newsletter, and phone calls to update parents on what is happening at Paul D. West Middle School.

Some of the programs and supports that Dr. Stephen mentioned at PDWMS were:

- AVID College Culture
- Clubs (Beta Club, Debate, etc.)
- Community Partners
- PBIS PRIDE System
- Performing Arts: Band, Chorus, Art
- Reading & World Languages (Spanish, French)
- School Governance Council
- Social Emotional Support/access to Counseling Services
- Career, Technical, & Agricultural Education (CTAE):



Annual Title I Parent Meeting Minutes



	<ul style="list-style-type: none"> ▪ Business ▪ Marketing ▪ Family And Consumer Science (FACS) ▪ High School Course Offerings: <ul style="list-style-type: none"> ▪ Algebra 1 ▪ Art ▪ World Languages ○ The principal then told parents that can get more details about school grade reports by going to https://schoolgrades.georgia.gov/ which was a link on slide #9
<p>What Curriculum does our school use?</p>	<p>Principal Stephens shared data and the Standards Mastery Framework with parents.</p> <p>The principal also explained that during parent conferences, the teacher will review this information again with parents.</p> <p>The principal also stated parents would receive more information at the upcoming Curriculum nights this semester.</p>
<p>What tests will my child be taking (include WIDA ACCESS and Alternate Assessments)?</p> <ul style="list-style-type: none"> a) How do these tests measure my child’s progress? b) What proficiency levels is my child expected to meet? c) How to access previous test performance, standards, and attendance about my child using the Statewide Longitudinal Data System (SLDS) through the school’s parent portal (if applicable) 	<p>The principal shared specific information about the iReady Diagnostics, WriteScore, W-APT, and Access for ELLs, as well as the Infinite Campus Parent Portal.</p> <p>The principal encouraged parents to attend the technology workshop next month on September 28th for hands on activities. He shared that more information will be posted on the website and on Twitter as well, and to be on the lookout for it.</p>
<p>What is required by law for Parent and Family Engagement?</p> <ul style="list-style-type: none"> a) What is the district’s Parent and Family Engagement Policy? b) What is the school’s Parent and Family Engagement Plan? 	<p>Dr. Stephens then introduced Ms. Forts, Parent Liaison, who = shared Slide #15 - #17 to inform parents of what is required by law.</p>



Annual Title I Parent Meeting Minutes



<p>c) What is a School-Family Compact?</p> <ul style="list-style-type: none"> o https://bit.ly/DistrictPFEP_21-22 	<p>She referenced the link to the District PFEP And informed parents that as of 8.31, the PDWMS’s School Parent and Family Engagement Plan is in the process of being approved. It will be posted on the PDWMS school website once it’s finalized by Mid September 2021. She then displayed the link to the district PFEP and shared with parents where the school compact and PFEP from last year currently is on the PDWMS school website. She reminded everyone that it would be updated here.</p> <p>She discussed the compact signature page and that all documents mentioned will be sent home once approved and parents, students, and staff will need to sign it. She also stressed parents should send the signature page back immediately and that it was important for the school to have all signature pages back by September 30th.</p>
--	--

<p>Does my child’s teacher meet professional qualifications?</p> <p>a) What is a parent’s right to know?</p>	<p>The parent liaison shared The Parents Right to Know and the Student Code of Conduct Handbook referencing page 21.</p> <p>A link was provided to all parents. They were reminded to be sure to complete the acknowledgement of receipt.</p>
---	---

<p>What opportunities does the school provide for family engagement?</p> <ul style="list-style-type: none"> a) List family engagement opportunities offered for school or home. b) List volunteer opportunities c) List parent decision making opportunities/meetings/councils 	<p>The parent liaison shared information about volunteer opportunities, as well as a list of areas parents are needed the most, which were</p> <ul style="list-style-type: none"> ▪ Annual Title I Parent Meeting ▪ Curriculum Nights ▪ Student-Led Data Talks ▪ Parent Workshops ▪ School Governance Council and PTSA ▪ Transition Meetings
--	--



Annual Title I Parent Meeting Minutes



	<ul style="list-style-type: none"> ▪ Title I Stakeholder Input Meeting (Spring) ▪ Title I Annual Feedback Survey <p>She also encouraged parents to look forward to the following Title 1 dates:</p> <table border="0"> <tr> <td>Technology Night</td> <td>Sept. 28</td> </tr> <tr> <td>ELA Curriculum and TAG Night</td> <td>Oct. 26</td> </tr> <tr> <td>Math and Science Night</td> <td>Nov. 16</td> </tr> <tr> <td>English Language Learner Night</td> <td>Dec. 14</td> </tr> </table> <p>She referred parents to Fulton County’s website to complete the volunteer registration form whether they plan to volunteer or not because it takes 24-48 hours to receive approval. The parent liaison also gave parents the family engagement calendar. She explained that this information will also be posted to the school’s website.</p>	Technology Night	Sept. 28	ELA Curriculum and TAG Night	Oct. 26	Math and Science Night	Nov. 16	English Language Learner Night	Dec. 14
Technology Night	Sept. 28								
ELA Curriculum and TAG Night	Oct. 26								
Math and Science Night	Nov. 16								
English Language Learner Night	Dec. 14								
<p>How responsive will the school be to my questions when staff is contacted?</p> <p>a) Provide staff contact information</p>	<p>The parent Liaison provided contact information, and she explained that some teachers will send personalized information home to parents with specific contact information as well. In the meantime, parents should contact the parent liaison or the main number if they have urgent needs or questions.</p>								

<p>Questions & Answer</p>	<p>Ms. Forts opened the floor for questions both in-person and online.</p> <p>There were no questions placed in the chat or live.</p>
--------------------------------------	---



Annual Title I Parent Meeting Minutes



Closing & Thanks	<p>The principal and parent liaison thanked everyone for attending and opened the floor for any additional questions or comments. The parent Liaison reiterated to parents that their ticket out the door was to complete a quick survey to help us improve on future meeting.</p> <p>She shared the last slide showing parents the QR Code and link. She gave specific instruction about the meeting type parents should choose when completing the survey.</p>
Qualtrics Meeting Evaluation Link <i>(Used to improve and revise future staff trainings)</i>	<p>The parent liaison shared the Qualtrics meeting evaluation link and QR Code for parents and families to complete:</p> <ul style="list-style-type: none">• https://bit.ly/Evaluation_21-22
*This meeting was not used to collect input but provided as an opportunity to disseminate information	